

**WILLMAR PLANNING COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, FEBRUARY 20, 2019**

MINUTES

1. The Willmar Planning Commission met on Wednesday, February 20, 2019, at 7:00 p.m. at the Willmar City Offices Conference Room #1.

**** Members Present:** Steve Gardner, Rolf Standfuss, Jeff Kimpling, Dr. Jerry Kjergaard, Terry Sieck

**** Members Absent:** Cletus Frank, Jonathan Marchand, Christina Nelson, and Terry VanVeldhuizen

**** Others Present:** Sarah Swedburg – Planner

2. MINUTES: Minutes of the February 6, 2019 meeting were approved as presented.

3. MARCUS HIGHWAY 12 DEVELOPMENT FINAL PLAT: Staff presented the Marcus Construction final plat. The applicant is requesting to replat four parcels into two parcels legally describe as follows: Parts of Block 2 and 3; ALSO: Block 4; ALSO: Parts of Block 14 and 15; ALSO: Parts of vacated 21st Street SE; ALSO: Parts of vacated 2nd Ave SE, Erickson's Second Addition to the City of Willmar, Minnesota. The applicant is requesting this subdivision for future commercial development. The City has not received development plans at this point. Both parcels can be accessed via Highway 12 and Lot 1 can be accessed via 20th Street SE. The applicant intends for Highway 12 access to be realigned with 23rd Street SE. Minimum lot area and width are well exceeded. 10 foot utility easements have been added as requested.

Staff clarified for the Commission that Lot 1 could be further subdivided, should the developer choose to do so. In this case, no additional Park Dedication Fees would be required. The City has not received any development plans for this land.

Mr. Standfuss made a motion, seconded by Mr. Sieck to approve the final plat with the following conditions:

1. Any easements/declarations/covenants shall be submitted to the City and recorded concurrently with the plat.
2. The Storm Water Ordinance shall be complied with and plans shall be approved by the Engineering Department.
3. All department comments as received during the preliminary plat shall be met, adhered to, and additional information supplied as requested.
4. Park Dedication fees shall be paid prior to issuance of building permits and calculated by the current land value determined by the County Assessor at time of the final plat (\$651,000).

5. The applicant shall work with MnDOT to properly permit controlled access along Hwy 12 to be realigned with 23rd St SE.

The motion carried.

4. VIAENE LAND SALE: Staff introduced the sale of City owned land to Mr. Viaene. Mr. Viaene has an easement agreement with the City granting ingress and egress to certain real estate land owned by Viaene. Currently, he pays \$150.00 a year for the easement. The City would sell it as a meets and bounds parcel with the conditions that Viaene combine all three parcels. Staff is working with public and private utilities to determine if any utility easements will be necessary.

Dr. Kjergaard made a motion, seconded by Mr. Standfuss, to recommend the land sale of City owned property to the City Council.

The motion carried.

5. AMENDMENT OF 2ND AVE SE STREET VACATION RESOLUTION: Staff presented a request on behalf of Marcus Real Estate and Investments, LLC and BPO Elks Lodge #952 to vacate a portion of 2nd Ave SE, West of 20th St SE. The petitioners are the sole property owners of the surrounding land and have future subdivision and development plans. No utilities exist in this portion of right-of-way. This resolution was approved by Planning Commission on January 2, 2019, however there was an error with the legal description. The Commission discussed that the previous public hearing was held and approvals made with the intention of vacating the entire portion of 2nd Ave SE, West of 20th St SE, although the legal description was incorrect.

A motion was made by Mr. Standfuss, seconded by Mr. Sieck to amend resolution #18-01, recommending the amendment of the legal description to vacate street right-of-way, striking Block Four and adding Block Five as intended.

The motion carried.

6. There being no further business to come before the Commission the meeting adjourned at 7:18 p.m.

Respectfully submitted,



Sarah Swedburg
Planner

PLANNING COMMISSION – FEBRUARY 20, 2019

STAFF COMMENTS

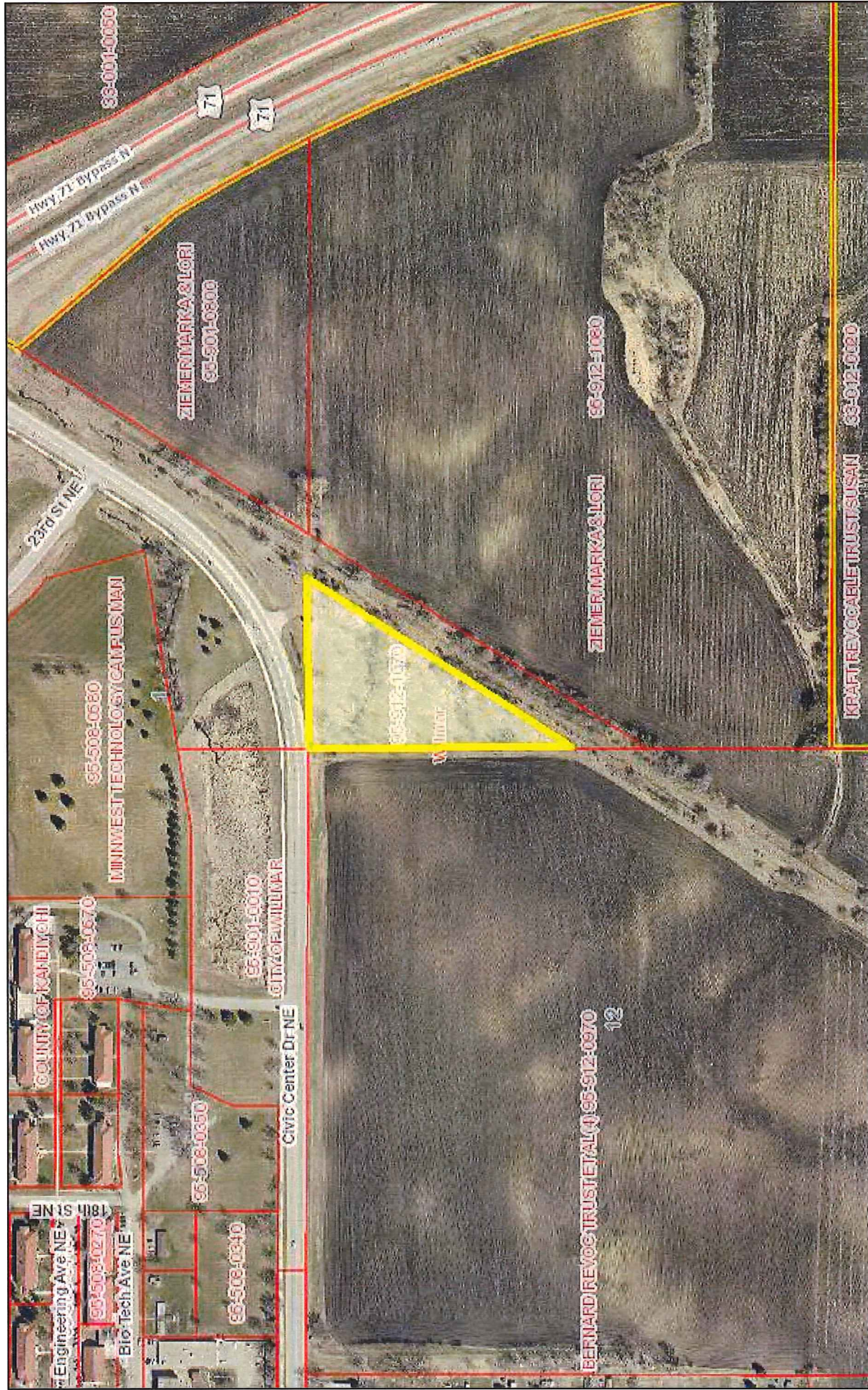
1. MARCUS HIGHWAY 12 DEVELOPMENT FINAL PLAT – FILE NO. 19-01:

- The applicant is Marcus Construction of Willmar, MN.
- The applicant is requesting to replat 4 parcels into 2 on property legally described as follows: Parts of Block 2 and 3; ALSO: Block 4; ALSO: Parts of Block 14 and 15; ALSO: Parts of vacated 21st Street SE; ALSO: Parts of vacated 2nd Ave SE, Erickson's Second Addition to the City of Willmar, Minnesota.
- The applicant is requesting this subdivision for future commercial development. The City has not received development plans at this point.
- Both parcels can be accessed via E Hwy 12 and Lot 1 can be accessed via 20th St SE.
- The applicant is working with MnDOT for Hwy 12 access to be realigned with 23rd St SE. Access points are not displayed on final plats.
- The parcels are zoned GB (General Business).
- Minimum lot area and width are well exceeded.
- Utility easements have been added as requested.

RECOMMENDATION: Approve the preliminary and final plat with the following conditions:

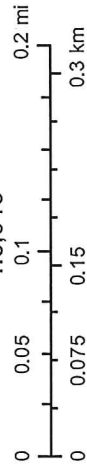
1. Any easements/declarations/covenants shall be submitted to the City and recorded concurrently with the plat.
2. The Storm Water Ordinance shall be complied with and plans shall be approved by the Engineering Department.
3. All department comments as received during the preliminary plat shall be met, adhered to, and additional information supplied as requested.
4. Park Dedication fees shall be paid prior to issuance of building permits and calculated by the current land value determined by the County Assessor at time of the final plat (\$651,000).
5. The applicant shall work with MnDOT to properly permit controlled access along Hwy 12 to be realigned with 23rd St SE.

"Golden Triangle"



April 12, 2019

1:5,943



4. MINNWEST TECHNOLOGY CAMPUS/EXCEL BUSINESS ADVISORS PLAN REVIEW – FILE NO. 18-02: Staff presented a plan review request on behalf of The MinnWest Technology Campus to allow the use of office space by Excel Business Advisors on campus property described as follows: Unit 5, MinnWest Technology Campus, CIC #40 A Planned Community (1700 Technology Dr. NE).

The Planning Commission reviewed and discussed staff comments (see Attachment A).

The Planning Commission reviewed and made affirmative findings of fact as per Zoning Ordinance Section 9.E.3.a.1-7.

Mr. Marchand made a motion, seconded by Mr. Sieck, to approve the plan review with the following condition:

- A. The use shall meet all applicable local, state, and federal rules and regulations at all times.

The motion carried.

5. MISC. GOLDEN TRIANGLE DISCUSSION: Staff recently received an inquiry about the potential of building a dry/cold storage facility on land described as follows: All that portion of the W1/2 of NW1/4 of NE ¼ lying nw'ly of a line drawn parallel with & distant 50' nw'ly of BNR main track ctrline as now located & constructed upon, over & across SD W1/2 NW1/4 NE1/4. The land is currently zoned Agriculture, and a text amendment would be needed to allow dry/cold storage for purposes other than agriculture.

There is known contamination on the site, and the Commission discussed the environmental responsibility a new owner would have if acquiring this land. Staff expressed that future use of the surrounding land would likely be residential. Access to land east of the parcel is limited, but the rail line has the potential to become an expansion of the trail.

The Planning Commission and staff came to the consensus that dry/cold storage does not fit with the intended future use of the land and no conditional use permit or text amendment would be allowed to reflect such.

6. SUBDIVISION ORDINANCE DISCUSSION: As per Project A in the Comprehensive Plan, staff is continuing work to rewrite the Subdivision Ordinance. The Planning Commission was supportive of making this necessary update. Staff presented for consideration three main additions: minor subdivisions, park dedication, and sidewalk/trail requirements. The Subdivision Ordinance is currently under review with the Engineering Department regarding design standards and required materials. Staff will continue to move forward with revisions on the draft ordinance.
7. There being no further business to come before the Commission the meeting adjourned at 8:03 p.m.

LB GB CBD SC T

Sporting goods stores		O	O	O	O	O: Outright
Structures exceeding forty-five (45) feet in height (if use permitted)	C	P	P	P	P	P: Plan Review
Supermarkets/grocery stores (including convenience stores w/o gas sales)		P	C	O	O	C: Conditional Use Permit
Tanning parlors		O	O	O	O	
Tattoo parlors		O	O	O	O	
Taxi/mass transit businesses			P	O	O	
Theaters		O	O	O	O	
Tire sales and service		O	O	O	O	
Toy stores		O	O	O	O	
Truck sales and service		P		O	O	
Veterinary clinics		O		O	O	
Video stores		O	O	O	O	
Warehousing/Distribution/Storage				C	C	
Water conditioning contractor shops (including bottling & sales)		P				
Welding shops		P				
Welding supply stores		O				
Wholesale sales			O			

* Any new construction in CBD PR req'd

** Any new detached building in SC PR req'd

*** Residents for on-site security/maintenance allowed in T, but no new construction